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MEMORANDUM FOR: General Counsel
 Comptroller ✓
 Director of Security
 Chief, [redacted]

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SUBJECT: Status Report and Recommendations of
 Ad Hoc Social Security Committee

1. Your review of the attached status report and concurrence in the recommendations contained therein is requested. The report contains recommended procedures and facilities for establishing routine and secure means of reporting Social Security withholdings in general conformance with the normal procedures required of and followed by other employers.

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2. In the event exception is taken in whole or in part to the attached paper, it is requested that you submit with your comments a supported alternative procedure. The need and the acceptance of a procedure is emphasized by the fact that there are on hand a number of valid claims which are being pressed by the claimants, but held in abeyance by the Agency pending acceptance of a procedure permitting their processing. Failure to promptly settle or process these cases may result in serious legal and security implications for this Agency.

Gordon M. Stewart
 Director of Personnel

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